Annual Review and Enhancement (ARE)
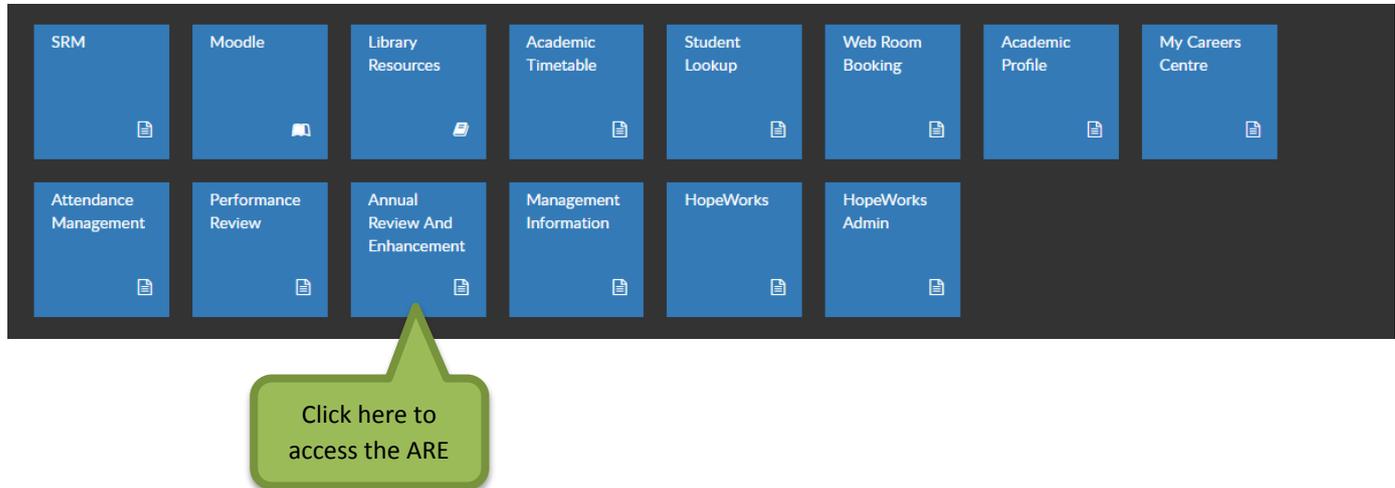
Accessing the ARE

The ARE system can be accessed via a link on MyHope as shown below:

Click here to access the ARE

This link will only be visible to those users who have been given access. If you do not see this link, please contact IT Services on 0151 291 2100 or itshelp@hope.ac.uk
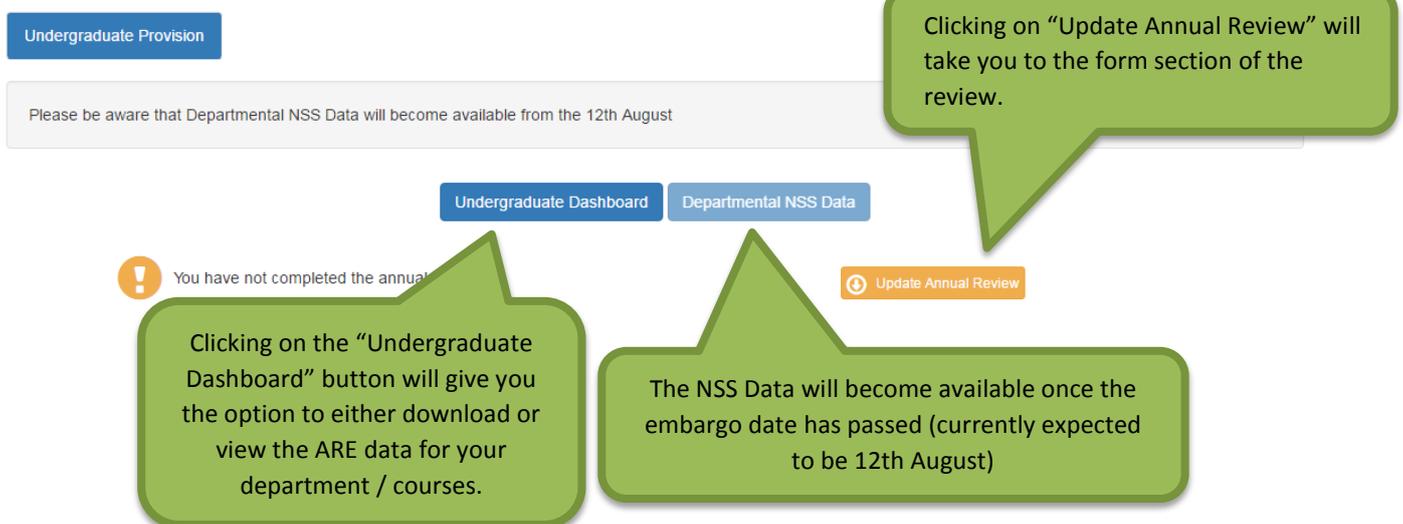
ARE Views

The ARE provides different views depending on the user. Please see the list below to see the views the various users can see:

- Dean – will go directly to the Dean Hope Page
- Head of Department – will go directly to the Head of Department Home Page
- Academic Staff – will go straight to the Undergraduate Dashboard for their department

Only Deans and Head of Departments will access the screens to complete the Annual Review and Enhancement forms.

Head of Department Home Page

The following screen will be shown when the ARE is accessed.

Clicking on "Update Annual Review" will take you to the form section of the review.

Clicking on the "Undergraduate Dashboard" button will give you the option to either download or view the ARE data for your department / courses.

The NSS Data will become available once the embargo date has passed (currently expected to be 12th August)
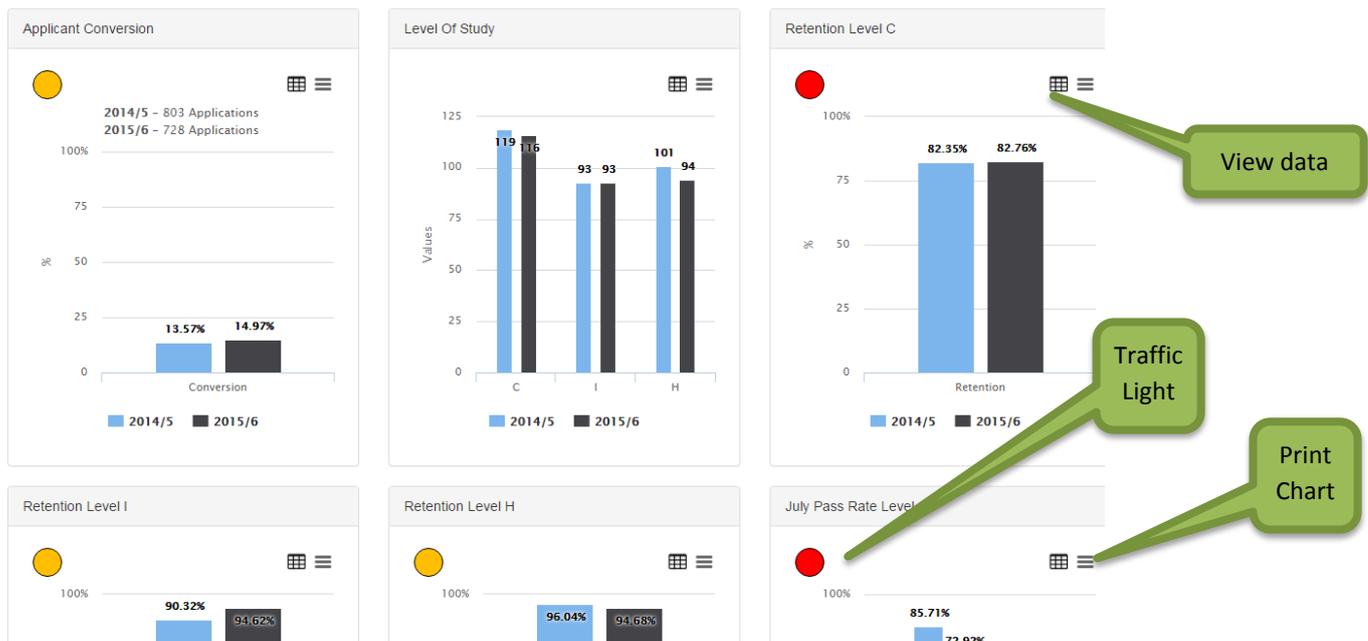
Undergraduate Dashboard

When you click on "Undergraduate Dashboard" you will be given the option of viewing the dashboard online or downloading into a PDF document.

How Would You Like To View The Dashboard

⊕ Download   View Online
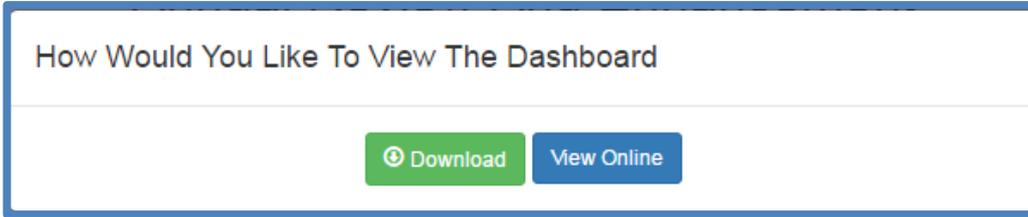
The dashboard contains a number of measures by which provide data relating to the performance of your department / courses. Each of these measures has been given a target by the University. A traffic light system has been adopted to give a visual representation of performance against these targets.

Measure	Green	Amber	Red	Result #	Result %	Target Met
Conversion	> 18%	> 13% AND < 18%	< 13%	141 out of 532	**26.5%**	🟢
Retention Level C	> 95%	> 90% AND < 95%	< 90%	143 out of 159	**89.94%**	🔴
Retention Level I	> 95%	> 90% AND < 95%	< 90%	135 out of 140	**96.43%**	🟢
Retention Level H	> 95%	> 90% AND < 95%	< 90%	143 out of 144	**99.31%**	🟢
July Pass Rate Level C	> 90%	> 85% AND < 90%	< 85%	120 out of 143	**83.92%**	🔴
July Pass Rate Level I	> 90%	> 85% AND < 90%	< 85%	115 out of 135	**85.19%**	🟡

Each of the measures is also displayed as a chart with "Blue" columns representing 2014/5 data and "Black" columns representing 2015/6 data.

Undergraduate Dashboard – Charts

The Undergraduate data set covers Hope Park and Creative Students only (Network of Hope, Distance Learning etc are excluded.)

Applicant Conversion

$$\text{Conversion} = \frac{\text{Students who Registered on Course}}{\text{Total Applications}}$$

where total applications include:

- Applications through the standard cycle
- Applications through Clearing
- New applicants to all Years including transfers from other institutions
- Changed applications (i.e. unsuccessful QTS/Social Work changed to other subject areas)

But excludes:

- Network of Hope
- Redeeming students

The total applications reflects the course which the student applied for and initially registered for. It will not take into account students who subsequently changed course.

Level of Study

Numbers of students by Level of study at the start of the academic year (C, I, H) including Registered, Break and Withdrawal.

Retention

Shows the retention for Level C, I and H in separate charts.

$$\text{Retention} = \frac{\text{Registered Students}}{\text{Total Students at the start of the academic year}}$$

2014/5 – registered students as at September 2015

2015/6 – registered students as at July 7th 2016

Pass Rate – Level C and I

For 2014/5 the Pass Rate is as at September 2015

For 2015/6 the Pass Rate is as at 7th July 2016

2015/6 also shows:

- Those students who have been offered a resit
- Those students who are awaiting results

$$\text{Pass Rate} = \frac{\text{Students who have passed the year}}{\text{Registered students at the end of year}}$$

$$\text{Resit/Resubmission} = \frac{\text{Students who have been offered a resit/resubmission}}{\text{Registered students at the end of year}}$$

$$\text{Awaiting Results} = \frac{\text{Students who are awaiting results}}{\text{Registered students at the end of year}}$$

Pass Rate – Level H

Same as Level C and I but excludes QTS

Pass Rate – Level H3 (QTS)

Same as Level C and I but only includes H3 (QTS)

Pass Rate – Level H4 (QTS)

Same as Level C and I but only includes H4 (QTS)

Good Degrees (1st & 2:1)

Those students who gained a 1st or 2:1

For 2014/5 those gaining degrees as at September 2015

For 2015/6 those gaining degrees as at 7th July 2016

$$\text{Good Degrees} = \frac{\text{Students who gained a 1st or 2:1}}{\text{Students awarded a 1st, 2:1, 2:2 or 3rd}}$$

Points at Entry

Registered new students for 2014/5 and 2015/6 showing their points when entering the course, broken down by:

- <200
- 200 – 249
- 250 – 299
- 300 – 349
- 350 – 399
- 400+
- No Data

$$\text{Average Points at Entry} = \frac{\text{Sum of Points at Entry for new students}}{\text{Number of students with Points at Entry data}}$$

2014/5 – registered students as at September 2015

2015/6 – registered students as at July 7th 2016

% of Students in Graduate Level Employment

Includes those students who replied to the DLHE.

$$\text{Graduate Level Employment} = \frac{\text{Students who gained Graduate Level employment}}{\text{All students who replied to the DLHE}}$$
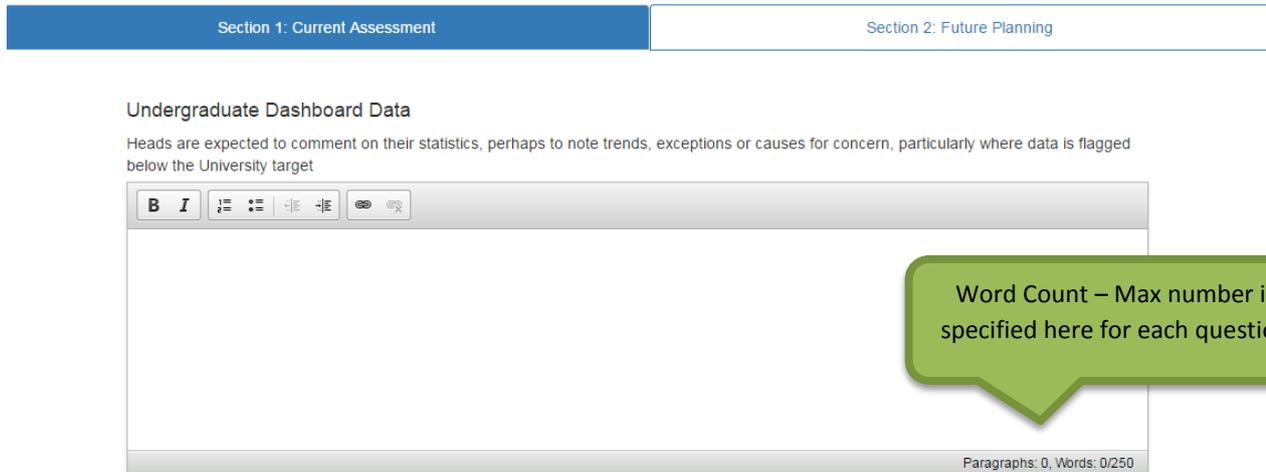
Recorded Attendance

Only includes Seminars and Tutorials where registers have been taken. Includes students who are Registered, Withdrawn and on a Break

$$\text{Recorded Attendance} = \frac{\text{Attended Sessions}}{\text{Potential Attended Sessions}}$$

Update Annual Review

When you click on "Update Annual Review" you will be given an on-screen form which comprises of the questions for the Annual Review. These are made up of two sections. Current Assessment and Future Planning.

Section 1: Current Assessment	Section 2: Future Planning

Undergraduate Dashboard Data

Heads are expected to comment on their statistics, perhaps to note trends, exceptions or causes for concern, particularly where data is flagged below the University target

> Word Count – Max number is specified here for each question

Paragraphs: 0, Words: 0/250

When completing the questions it is not advisable to copy from a Word documents as this can leave corrupted characters in the form. If you do need to copy from a Word document you can do so by copying to Notepad first. This removes any unwanted hidden characters and will allow you to copy the text to the form without causing corruption of your text.

When completing Section 1 you can move to Section 2.

You can leave the form at any time by pressing "Save and Exit". Your work will be saved and you will be able to revisit the form.

Paragraphs: 0, Words: 0/250

<< Back	Save And Exit	Submit	Next >>

Submit Annual Review

On completion press the "Submit" button. This will close your form and an email will be sent to the Dean to let them know you have completed your report. Please be aware you will not be able to re-visit the form once you have submitted your report.